

Date: 26 October 2004

To: Records Management Program Records Officials

From: Susan Frey, DOE Records Officer

Subject: Numbered Memo RM05-04 Review of "Recommendations for the Effective Management of Government Information on the Internet and Other Electronic Records" (Revision 2) -- Request for comment'

The subject report "Recommendations for the Effective Management of Government Information on the Internet and Other Electronic Records" has been extensively rewritten and issued for re-review. The original draft was released for comment in June 2004 and the comments received pertaining to that draft have prompted this revision. The transmittal memo follows this introduction and the revised report is attached. This memo may be forwarded to your RLOs and RMFOs for their review if desired.

To assist you in this review, the original DOE comments to the first revision are also attached to this e-mail. These comments are titled "DOE Comments on NARA Report on ERM Barriers1.doc". The revisions to the report are so extensive that it is not possible to gauge the extent of their incorporation into this new draft.

Comments are solicited on Revision 2, dated 10/20/04, to be submitted to Sharon Evelin (sharon.evelin@hq.doe.gov) with a copy to Jay Blewett (jay.blewett@hq.doe.gov) by November 15, 2004.

-----Original Message-----

From: RM Communications [mailto:RM.Communications@nara.gov]

Sent: Thursday, October 21, 2004 4:05 PM

To: Evelin, Sharon; Frey, Susan

Subject: NWM 05 2005: Request for comment

October 21, 2004

NWM 05.2005

MEMORANDUM TO FEDERAL AGENCY CONTACTS: Request for comment

Attached for your review and comment is a draft document, "Recommendations for the Effective Management of Government Information on the Internet and other Electronic Records." The draft document will also be available at

http://www.cio.gov/documents/ICGI/ERPWG_Recommendations.pdf.

The Interagency Committee on Government Information (ICGI) , a Committee charged with implementing Section 207 of the E-Government Act of 2002 (Pub.L.107-347), is seeking agency and public comment on this draft document.

Section 207 mandates that the ICGI recommend policies to ensure effective management of Government information on the Internet and other electronic records to the Director of the Office of Management and Budget (OMB) and the Archivist of the United States, by December 17,

2004.

The Electronic Records Policy WG (ERPWG), led by the National Archives and Records Administration (NARA), has developed these draft recommendations based on a determination of the barriers faced by agencies attempting to manage electronic information, as described in the ERPWG report, "Barriers to Effective Management of Government Information on the Internet and Other Electronic Records", issued June 28, 2004.

Comments should be sent to ERPWG@nara.gov or faxed to 301-837-0319 no later than November 24, 2004 to be considered in the final recommendations.

HOWARD P. LOWELL
Director
Modern Records Programs



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